INSTRUCTIONS: See Publication No. 76—RM—1 for instructions on completing this form. Forward signed original to Department of Archives and History, Records Management Division, 330 Capitol Avenue, Atlanta, Georgia, 30334, Attention: Scheduling Section. 8907/4-01							
FOR AGENCY USE		1. Agency Address	Examination	END DEAN	ORDS MANAGEMENT USE		
Application Date		Commissioner of Insurance	Section	Application Nur			
		Insurance Department - Keği	THE YASSET		89-064		
Application Number		604 West Tower - Floyd Bui 200 Piedmont Ayenue, S. E. Atlanta, Ga. 30334, S. E.	iding (Data Completed 1989 AUG 1 4 1989		
2. Person to Contact			orking Title		Telephone Number		
Mary Jane	e John	ston A	<u>ministrative Cl</u>	erk	656–2076		
3. Action Requested	ention (Schadula: coased will continue to accumu	ilata				
a. XX Establish Retention Schedule; record will continue to accumulate. b. Dispose of present accumulation; no further accumulation anticipated.							
c. Amend Application No.— Check One: Change; Supercede; Void							
4. Dates of Series Earliest Latest		5. Records Series Title (followed by ti					
1986 prese	≘nt	Foreign Company Examinati	ion work papers				
6. Division and Office F		What is the function of the Divi	sion and the Office in v	which this reco	rd series is created?		
The Commissioner of Insurance is responsible for regulating insurance companies and for administering insurance-related laws; supervising and licensing loan companies making loans of \$3,000 or less; and enforcing the State's Fire Safety Laws and Mobile Home sales regulations.							
policy rates, a	and ad	n supervises insurance compa ministers insurance related s agents and companies and i	laws, and colle	cts premiu	m taxes. The		
7. Record Series Descri	ption	This file contains the following docum	ents (include form nui	mbers and title:	s, if any):		
Documents relating t	co:	Attach samples of the file.					
		aminations conducted uner O	. C. G. A. 33-2-	11			
Included are:	Th	e examiners work papers and	status reports				
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File is arranged: a)	lphabe reigr	tically and yearly					
8. Monthly Reference F		How often are records referred to v					
One to six months of twenty-five months a		Seven to twelve months old?	; Thirteen to	twenty-four m	nonths old;		
9. Annual Rate of Accumulation of Records Letter-size drawers; Legal-size drawers; Shelves; Other (specify)							
Approximately	6 cu	bic feet currently on h	and.	, apr 4 w 1 · p p			
AR-50-71; Rev. 76		(Over)		!			

DEPARTMENT OF ARCHIVES AND HISTORY RECORDS MANAGEMENT DIVISION

X	If not, where i	e i+7	1	31 sec.	
			rmation	requiring security handling? If yes, cite law or regula	+100
,	C Does the same:	Contain Confidential IIII			ition,
}	c. Is this a vital r	ecord?		,	
	d. Does this serie	s have historical or long te	erm resea	irch value?	
		wo documents in the file r	make it r	necessary to keep the entire file for a long period, coul	d these
>	documents be	scheduled separately?	 		
>	f. Is the informa	tion contained in this serie	es ever o	ublished? If yes, attach copy.	
:		tion contained in this serie	, es ever a	nalyzed and/or recorded in a summarized report?	
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			ur office	e, or in another office or agency?	1
	If yes, where?				
		r a major portion of it) re			
44 - 2		d series result in a comput			
ii. Ken	ention requirements	The following	g require	es the series to be kept:	
a. S	State Law	yea	rs.	d. Audit period	1 years.
b. S	Statute of limitation	yea		•	years.
c. F	Federal law	yea	ırs.		years.
		·			·
Att:	sch copy or excernt of	laws or regulations. Explai	in admin	istrative need.	
Worki	ng papers nee	ded för referer	nce w	istrative need. hen current examinations being	conducted
by to	reign state.	Six (6) year re	etent	ion will insure one (1) previou	ıs exami-
natio:	n's working p	apers are avail	Lable	when current examination is be	eing :
condu	NRF 8/7/89				
12. Apo	roved Disposition Inst		ecomme	ands that the file series be cut off at the end of each:	
-		•		Fiscal Year; Other	·
			· ea., 🖵	Tiscat Feat, Li Ottier	then,
XX 1		g area, holdd ds Center; hold <u>4</u>	.year(s); year		
	Fransfer to State Archi	ves for permanent retention	on.		
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